

**STATE EMERGENCY RESPONSE COMMISSION  
UNITED WE STAND (UWS) GRANT APPLICATION  
TITLE PAGE**

**RECEIVED**

JUN 05 2009

**Applicant** Carson City Local Emergency Planning Committee **Nevada  
SERC**  
**Address:** 777 S. Stewart St.  
Carson City 89701

**Local Emergency Planning Committee (LEPC) Chair:**

**Name:** R. Stacey Giomi **Title:** Fire Chief/Emg. Mgt. Director  
**Address:** 777 S. Stewart St. **City/Zip:** Carson City 89701  
**Telephone:** 775-887-2210 Ext 1005 **Fax:** 770-887-2209  
**E-mail:** sgiommi@ci.carson-city.nv.us

**Fiscal Officer:**

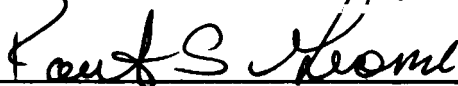
**Name:** Judy Dietrich **Title:** Management Assistant  
**Address:** Same **City/Zip:** \_\_\_\_\_  
**Telephone:** 775-887-2210 Ext 1014 **Fax:** Same  
**E-mail:** jdietrich@ci.carson-city.nv.us

**BUDGET SUMMARY :**

PLANNING	TRAINING	SUPPLIES	EQUIPMENT	TOTAL
\$	\$	\$	\$30,000.00	\$30,000.00


**LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL**

On behalf of the LEPC, I certify this body has reviewed the grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.

 June 5, 2009  
**Signature of LEPC Chair** **Date**

**GOVERNING BODY APPROVAL: (i.e. County Commissioner, County Manager)**

The LEPC has the approval to apply for funding through this grant.

 June 5, 2009  
**Signature** **Date**

Andrew Burnham, Acting City Manager

**Print name and title**

## **GOALS:**

*Tell the SERC what you want to accomplish with this grant. This section should contain a separate discussion of each goal. The goals are general statements of desired result, and should identify intended outcomes and results the program has established to achieve. **Threat & risk/mitigation; Infrastructure protection/mitigation; and Accomplishment of objectives in State Homeland Security Strategy must be addressed.***

*Begin typing in this box.*

*Goals:*

The goal of this grant application is to improve infrastructure protection and mitigation, address threat risk/reduction, and contribute to the focus and objectives of the State Homeland Security Strategy. This will be accomplished through the purchase of mobile data computers (MDCs) to display digital images of critical infrastructure facility layout and key facility information and the purchase of P-25 compliant handheld radios to improve communications capability.

*How do the goals address threat & risk/mitigation?*

The purchase of this equipment will address several potential threats – all of which have been identified in the County Multi-Hazard Mitigation Plan as high priority risks. The Hazard Mitigation Plan for our county indicated that Terrorism is a high priority risk. The reason for this is because Carson City is the seat of State Government. Every cabinet level office, every elected official, and the judicial branch have their headquarters within the area protected by Carson City. The purchase of these MDCs will directly contribute to the ability of responders to have facility information at their fingertips. This facility information can contribute to a rapid response should an event occur. The radio equipment will further contribute to our ability to mitigate the risk of a terrorist attack by providing law enforcement agencies from state and local government with the ability to effectively communicate. During a recent state and local terrorism-based exercise, communications was listed as an area in need of improvement. This purchase will move the agencies closer to interoperability.

*How do the goals address infrastructure protection/mitigation*

The MDCs will contain software (already owned by the local government) that allows building plans and drawings to be displayed in the field for use by fire and law enforcement personnel. These building plans contain critical facility information, chemical locations, key building features, and plans and methods for limiting facility damage. In addition, the plans will be available to field personnel to consult prior to making an entry under threatening conditions, thereby improving the ability of responders to protect the facility and its key personnel.

The radios contribute to infrastructure protection because they will allow communications between those law enforcement agencies directly responsible for the daily protection of these facilities—the Carson City Sheriff's Department, the Legislative Police, and the Capital Police. Each of these agencies has responsibilities for infrastructure protection, defense, and mitigation in their respective areas of authority. No single agency has the capabilities to completely defend against an attack, so teamwork in defense is critical. The interoperable radios will directly contribute to the teamwork concept.

*How do the goals address accomplishment of objectives in State Homeland Security Strategy?*

The State Homeland Security Strategy (2007 version) was consulted to ensure that the purchases indicated in this grant will contribute to the accomplishment of the State-established goals/objectives. The focus of the State plan is multifaceted. This purchase will address the following focus areas:

*Focus Area #1—Measures in prevention through improved sharing of intelligence information and surveillance; Focus Area #2—Communications Interoperability; Focus Area #5—Continued equipping and training of Nevada's emergency first responders and support agencies; Focus Area #9—Enhancing measures to secure and harden critical infrastructure sites; and Focus Area #12—Establish programs to serve special needs populations.*

The purchase of this product will address the identified enhancement plan focus areas by contributing to the following objectives as indicated in the plan:

**National Priority: Strengthen Information Sharing and Collaboration Capabilities**

Equip state and local agencies and emergency officials with the necessary equipment and facilities to establish counter-terrorism centers, and effectively collect, analyze and disseminate surveillance and intelligence data by December, 2008. (page 7)

**National Priority: Strengthen Interoperable Communications Capabilities**

Procure equipment and installation as identified in the Nevada SCIP through approved, competitive procurement processes. Ongoing – not date specific. (page 11)

**National Priority: Expand Regional Collaboration**

Seek ways to leverage all resources in this collaborative project. Ongoing – not date specific (page 15)

**National Priority: Strengthen CBRNE Detection, Response, & Decontamination Capabilities**

Establish equipment needs and continue to equip emergency first responders as is permissible through available federal, state, local and tribal funding. Ongoing - Not date specific. (page 19)

**National Priority: Implement the Interim NIPP**

Provide for comprehensive database uploads of all captured sites to the State's critical asset management system database(s). Ongoing - Not date specific. (page 28).

Considering all of the evaluation criteria in SERC Policy 8.2a, we believe that the equipment indicated for purchase is an appropriate use of grant funds.

## **OBJECTIVES:**

*How do you plan to achieve your goals? Include specific uses of this grant. Objectives focus on the methods/activities to be used to achieve the goals they support.*

*Answer these questions in each objective:*

- *WHAT will be done?*
- *WHO will complete the tasks?*
- *WHEN will the activity be implemented?*

*Begin typing in this box.*

Carson City will purchase the necessary equipment, including Motorola XTS 2500 Radios and Panasonic Toughbook Computers, and will install and operate the devices in order to accomplish the goals indicated in the State Strategy and this grant document. The overall project will be managed by the LEPC Chairman and will be accomplished in the period of time allocated by the grant award.

## **BUDGETS:**

### **PLANNING:**

*Requests to contract with a consultant must be accompanied by at least two competitive bids. The bids must include an itemized quote and detailed scope of work from the consultant.*

CONSULTANT/CONTRACT SERVICES:	
Name	Amount requested
<b>TOTAL PLANNING (rounded up)</b>	<b>\$</b>

### **TRAINING:**

*All training requests must first be made through the Department of Public Safety, Division of Emergency Management (DEM). If the DEM declines the training, the request may be included in the grant application along with the letter of declination.*

*State per diem rates (which follow the federal GSA rates) will prevail unless local rates are less. For the current GSA rates see <http://www.gsa.gov/>; and further defined in SERC policy 8.5.*

*Mileage will be reimbursed at the State rate, currently \$0.55 per mile. If a personal vehicle is used for personal convenience, the reimbursement will be \$0.27.5 per mile. Airport parking and ground transportation expenses are reimbursable upon presentation of receipts. Rental cars must be pre-approved by the SERC.*

TRAINING COSTS: Registration fees, per diem and travel costs should be included in this section.			
Course title	Itemized travel expenses	Registration fees	Amount requested
<b>TOTAL TRAINING (rounded up)</b>			<b>\$</b>

### **SUPPLIES:**

*List supplies and, if applicable, identify what equipment it is used with.*

SUPPLIES COSTS:			
Item	Quantity	Unit Price	Amount requested
<b>TOTAL SUPPLIES (rounded up)</b>			<b>\$</b>

**EQUIPMENT:**

*Attached is the current Standard Equipment Price List. Equipment requests other than those, or higher priced than those, on this list must be accompanied by a quote from the vendor.*

EQUIPMENT COSTS:			
Item	Quantity	Unit Price	Amount requested
Motorola Portable Radio (Model XTS 2500)	2	\$ 2,499.00	\$ 4,998.00
Panasonic CF30 Toughbook Computer	12	\$ 4,489.80	\$ 53,877.60
Panasonic computer warranty	12	\$ 235.27	\$ 2,823.24
TOTAL EQUIPMENT (rounded up)			\$61,699.00

## **BUDGET NARRATIVE**

*This is an explanation of the line items identified in each category. Justify the relationship between the items listed within each category and the project activities. Budget narratives must be included for each category for which there is a request for items/services.*

### **PLANNING SERVICES-**

*Explain the basis for selection of each consultant and describing how the service to be provided is essential to achieving established goals.*

*Begin typing in this box.*

### **TRAINING-**

*Explain the purpose of the training/travel and how it relates to achieving established goals. Provide location of training, duration, itemized transportation and per diem expenses.*

*Begin typing in this box.*

### **SUPPLIES-**

*Explain the type of supplies requested & how it relates to achieving the established goals.*

*Begin typing in this box.*

**EQUIPMENT-**

*Describe how the equipment will benefit the project, and why it is necessary to achieving established goals.*

*Begin typing in this box.*

The goal of the project is to enhance the ability of our local government to protect critical infrastructure, to improve interoperable communications, and to enhance regional collaborations. The purchase of the MDCs will help us protect critical infrastructure by providing detailed site plans, hazardous materials lists, and key facility functions in one easy-to-use field deployable location. This will directly contribute to the ability of our local government to provide the necessary protection of these facilities and will facilitate our ability to mitigate an incident (should one occur) at the locations.

The purchase of the radios will enhance our ability to work with law enforcement agencies and fire and EMS providers during response to key state facilities. In addition, the radios will assist with collaboration by improving the ability of the Sheriff's Department to communicate with their State counterparts within the Capital Complex.

NOTE: The amount requested is obviously above the total amount allowed under the grant. Carson City will cover any overages in order to complete the project. In addition, it is our intention to purchase two radios and use the remaining funds to purchase the MDCs (as it is possible that the radio price will drop between now and the awarding of the grant, and we want to be able to utilize the full \$30,000 if the entire amount is awarded to us).





690 EAST GLENDALE AVENUE, SUITE 9C  
SPARKS, NV 89431  
Phone: (775) 359-1121 (800) 874-7515  
Fax: (775) 358-9309



**QUOTE FOR:** *Carson City Fire*  
**ATTENTION:** *Chief Giomi*  
**PHONE NUMBER:**  
**PREPARED BY:** *Jarry Walton*  
**DATE:** *6-4-09*

<u>Qty.</u>	<u>Description</u>	<u>Unit</u>	<u>Ext. Price</u>
1	XTS2500 Model Two P25 Compliant With ADP Encryption And Impress Battery System		2499.00

Thank you for giving Sierra Electronics the opportunity to provide you this quote. I look forward to being of service to you. Please feel free to call me with any questions you may have at (775) 359-1121, (800) 874-7515 or if you prefer e-mail my address is:  
[jarryw@sierraelectronics.com](mailto:jarryw@sierraelectronics.com)

From: Stacey Giomi  
Subject: Fwd: Quotation #0211150125 - CARSON CITY

>>> "SSILBERG@insight.com" <SSILBERG@insight.com> 5/26/2009 15:24 >>>

Insight Public Sector SLED  
6820 South Harl Ave  
Tempe, AZ, 85283-4318  
Tel:8004674448

Quotation

Quotation Number	Creation Date
211150125	05/25/2009

PO Number / Date :  
Customer No. : 10270075  
Sales Rep : SASHI SILBERGLEITH  
Email : [ssilberg@insight.com](mailto:ssilberg@insight.com)  
Telephone : 800-467-4448 X 5086

SOLD-TO PARTY

CARSON CITY  
201 N CARSON ST  
CARSON CITY NV 89701-4264

SHIP-TO ADDRESS

CARSON CITY  
201 N CARSON ST  
CARSON CITY NV 89701-4264

Dear Eric VonSchimmelmenn,

Thank you for considering Insight to be your trusted partners in addressing your evolving IT needs. We appreciate being considered as your solution source and look forward to making IT work for you.

We deliver according to the following terms

Terms of Payment : Net 30 days  
Ship Via : Federal Express / Ground  
Terms of Delivery : FOB DESTINATION  
Currency : USD

Material	Description	Qty	UnitPrice	Extended Price
----------	-------------	-----	-----------	----------------

CF-30KQPAQAM CF30 C2D/1.6 13.3TCH 2GB-160GB 12 4,489.80 53,877.60  
GOBI WLS  
OPEN MARKET

CF-SVCLTNF3Y Panasonic Protection Plus - <sup>12</sup>~~10~~ 235.27 2,823.24  
Insurance - parts and labor - 3  
years

OPEN MARKET

CONTACT PHONE: 7758872160

CONTACT EMAIL: EVONSCHIMMELMANN@CI.CARSON-CIT

CONTACT EMAIL: Y.NV.US

CONTACT NAME: ERIC VONSCHIMMELMANN

---

Sub Total 56,700.84

Tax N/A

---

TOTAL 56,700.84

---

To complete your IT solution, Insight recommends the following items:

Material	Description	Qty	Unit	Ext.	Lease.
		Price	Price	Price	
Recommended add-ons for material CF-30KQPAQAM					
INST11OSR1	IPP - 1yr Extended	1.000	154.00	154.00	4.90
	OnSite/Depot Repair -				
	\$4000-\$4999				
INST11OSR2	IPP - 2yr Extended	1.000	224.00	224.00	7.13
	OnSite/Depot Repair -				
	\$4000-\$4999				

Please contact us with any questions or for additional information about Insight Public Sector SLED's complete IT solution offering. Again, thank you for considering Insight Public Sector SLED!

Sincerely,

SASHI SILBERGLEITH

800-467-4448 Ex:5086

ssilberg@insight.com

Fax 480-760-8607

Subject to IPS Terms and Conditions online at <https://www.ips.insight.com/pages/legal.web>

## CERTIFIED ASSURANCES

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) **FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum, quarterly financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC policies 8.5 and 8.6.

No expenditures or obligations will be eligible for compensation if occurring prior to the award period. All funds need to be obligated by the end of the grant period and expended by the final report date as stated in the grant award cover letter. Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

- 1) **Request for advance:** May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.
- 2) **Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.
- 4) **Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

<b>October 31</b>	- for reporting period July 1 to September 30;
<b>January 31</b>	- for reporting period October 1 to December 31;
<b>April 30</b>	- for reporting period January 1 to March 31; and
<b>July 31</b>	- for reporting period April 1 to June 30.
- 5) **Final report:** There will be no further expenditures, the grant is closed, and no further reports are necessary. This report is due within 45 days after the end of the award period, or anytime prior to the end of the award period if no further funds will be spent.

- B) Exercise report:** Each LEPC/state agency must report to the SERC by January 31<sup>st</sup> of each year on at least one real event and/or tabletop, functional, or full-scale exercise or drill which tests the hazardous materials emergency response plan.
- C) GRANT CHANGE REQUEST -** Grant expenditures are authorized for the purposes set forth in this application, as approved in the grant award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC policy 8.7).
- D)** The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- E)** The applicant assures the fiscal accountability of the funds received from the State Emergency Response Commission will be managed and accounted for by the lead agency's chief comptroller and internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- F)** The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- G)** The applicant will abide by audit requirements as specified in OMB Circular A-133, Audits of State and Local Governments as revised August 29, 1997.
- H)** Any publication (written, visual, or audio) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:
- “This program was supported by Grant #\_\_\_\_\_, awarded by the Nevada State Emergency Response Commission (and, if a HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position of policies of the State Emergency Response Commission (and, if a HMEP grant, U.S. Department of Transportation).”
- I)** The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its grant award.
- J) LOBBYING -** No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.

- K) Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission.

\*\*\*\*\*

**ORIGINAL SIGNATURES REQUIRED**

**GOVERNMENTAL UNIT (I.E. COUNTY COMMISSION, COUNTY MANAGER)**

  
Signature

June 5, 2009  
Date

Andrew Burnham, Acting City Manager  
Print name and title

**LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN**

  
Signature

June 5, 2009  
Date

R. Stacey Giomi, Fire Chief/Emergency Management Director  
Print name and title

RETURN THIS FORM WITH THE GRANT APPLICATION

**RECEIVED**

JUN 05 2009

Nevada  
SERC

# LEPC COMPLIANCE CERTIFICATION

The following must be met by the Local Emergency Planning Committees (LEPCs) as requirements for compliance with federal and State laws and regulations and SERC policies and procedures. This checklist must be completed, signed, and returned annually by March 31, even if the LEPC is not a recipient of grant funds.

A check mark in the boxes will indicate a YES response.

Have changes in the LEPC Bylaws and Membership list been submitted to SERC?

Bylaws reviewed/updated - Date: 12/02/08 Submitted: 12/10/08

Membership list reviewed/updated - Date: 12/02/08 Submitted: 12/10/08

Have LEPC meetings been held, at a minimum quarterly, and have agendas and minutes of all meetings, including special meetings, been forwarded to the SERC?

Has the LEPC submitted all required reports which summarize the financial management of the active grants (*i.e. copies of invoices and verification of expenditures*)?

Has the LEPC reviewed and/or updated its hazardous materials emergency plan (or haz-mat portion of the jurisdiction's "all hazards" plan) within the last year? Have Plan review results and updates been submitted to the SERC in writing along with a copy of the LEPC meeting minutes documenting review of the Plan?

Review/update - Date: 12/02/08 Submitted: 12/29/08



Has the LEPC conducted least one incident or exercise, tabletop or full scale, of its hazardous materials emergency response plan and reported on it by January 31<sup>st</sup>?

Indicate the date of the most recent exercise: 04/29/09 Reported: 05/19/09

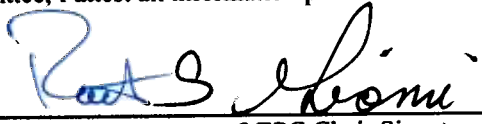
Has the LEPC met the **annual** requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?

Date of publication: 11/19-21/08 Affidavit Submitted: 12/24/08

As chairman of the Carson City Local Emergency Planning  
County Name

Committee, I attest all information provided on this compliance certification is accurate.

x

  
LEPC Chair Signature

Date: June 5, 2009

**RECEIVED**

JUN 05 2009

Nevada  
SERC

RETURN THIS FORM WITH THE GRANT APPLICATION

## CHECK SHEET

**A COMPLETE APPLICATION MUST INCLUDE THE FOLLOWING**

**RECEIVED**

JUN 05 2009

Nevada  
SERC

- ✓ ☒ Title Page (original signatures)
- ✓ ☒ Goals of this grant
- ✓ ☒ Objectives of this grant
- ✓ ☒ **Line Item Budget**
- ✓ ☒ Budget Narrative
- ☒ Certified Assurances (original signatures)
- ✓ ☒ LEPC Compliance Certification (signed by Chair)
- ✓ ☒ Copy of the LEPC meeting minutes approving submittal of grant application